

OL/FMD WEEKLY REPORT

PERIOD ENDING 8 JUNE 1988

1. Progress Reports on Tasks Assigned by or of Interest to Senior Management:

None.

2. Major Events that Have Occurred During the Preceding Week:

25X1 a. Status of South Side Chilled Water Lines:
Ogden-Allied completed installing caps on the PVC pipes in the unpaved portion of the south parking lot. These pipes were installed as listening devices to detect leaks on the chilled water piping system. Weather permitting, the lot will be paved during the week of 6 June. [REDACTED]

b. Parking and Traffic Management: On 6 June, at the Director of Technical Service's monthly meeting, the Chief, Management Staff, FMD/OL, briefed Office of Technical Service (OTS) personnel on parking status and projects at Headquarters. The presentation was general in nature (similar to the Logistics quarterly briefing) and the Parking Office, FMD/OL, will follow up the week of 13 June on more specific information concerning parking areas.

25X1 c. FMD received from Smith, Hinchman & Grylls the construction documents for the renovation of 18,000 square feet of office space on the 6th floor of the New Headquarters Building. The new office area will be for the Office of General Counsel staff. [REDACTED]

25X1 d. The Integrated Logistics Support Program Staff, FMD/OL, and the Office of Information Technology (OIT) have approved the final set of space planning design drawings for the OIT areas of the New Headquarters Building. All of the OIT office spaces, over 60,000 square feet, have now been redesigned. [REDACTED]

25X1 e. Scattergood-Thorne Property Renovation: Operations, FMD/OL, has prepared a design package for use by Ogden-Allied to solicit contractor bids to replace the roof, gutters and downspouts on the main house at Scattergood-Thorne. The package will be issued the week of 6 June. [REDACTED]

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f. Energy Management/Waste Recovery Project: FMD has received from Ross Murphy Finkelstein, Incorporated, the 30 percent construction drawings and is reviewing the drawings for both structural and utility requirements.

25X1 g. Day Care Center Project: As a result of presentations given this past week to the Director of Logistics and the Deputy Director for Administration on the Child Day Care Center location, a site selection was made for the northeast quadrant on the Scattergood-Thorne property, near the south parking lot. The Office of Security has been requested to evaluate this location and the project architect-engineer has been verbally directed to proceed with the redesign of the site utilities. The redesign is scheduled for completion on 14 July. [REDACTED]

25X1 h. Significant Outages of Services/Utilities: All work was completed in K vault during the scheduled outage on 4 June. Power was restored at 0900 hours as scheduled. Minor circuit problems were found in the local closing circuit of the nonemergency main breaker. This will be checked out by Ogden-Allied and will not require an outage. [REDACTED]
25X1 [REDACTED]

25X1 *yes* i. Significant Component Move Support: On 3 June, Building Services Branch, FMD/OL, and OTS move representatives met to start finalizing dates for each segment of the OTS move and to consolidate the riggers portion of the move. It is projected a fully coordinated schedule will be available the week of 13 June. [REDACTED]

25X1 j. Significant Meetings with Officers outside OL:

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25X1 (b) On 2 June, a representative from M&CB met with representatives from OIT and Office of Development and Engineering (OD&E) to coordinate the implementation of expanded bar code utilization within M&CB to control receipted material. This endeavor is being pursued in order to expedite the processing of receipted material by utilizing bar code reader/printers to generate manifests which can be signed, instead of continuing to use individually numbered and signed receipts to transfer accountability of the material. [redacted]

25X1 k. Significant Construction Projects: FMD has received from Smith, Hinchman & Grylls (SH&G) the 30 percent design drawings for the expansion of West A parking lot. They are currently under review. [redacted]

25X1 l. Significant Customer Service Efforts: On 2 June, BSB representatives did an on-site survey with Office of Communications officials [redacted] concerning their upcoming onsite move. The purpose of this meeting was to provide advice such as who should be the coordinator, approximate time required for each segments to move, preparations, etc. [redacted]

25X1 [redacted]

25X1 m. Operational Support:

[redacted]

3. Upcoming Events:

None.

4. Management Activities and Concerns:

25X1 Personnel: [redacted] reassigned from Mail &
25X1 Courier Branch, FMD/OL. [redacted]

25X1 [redacted] Chief
Facilities Management Division